

**Town Planning/Building Committee for Salem School Renovation**  
**August 25, 2009**  
**Salem School Conference Room**  
**7:00 P.M.**

**MINUTES OF AUGUST 25, 2009 REGULAR MEETING**

**PRESENT:** Dinis Pimentel, Stuart Gadbois, Bill Weinschenker, Donna Leake, Donald Bourdeau, Richard Asafaylo, Jim Choquette (arrived at 7:06 P.M.)

**ABSENT:** Monica McIntyre, Chris LaRose, Mike Siebert, Jenifer Lee, Horace Lindo

**GUESTS:** Charles Boos, Bill Geary (Salem School's maintenance supervisor, left at 7:06 P.M.), Gus Kotait from O&G Industries

CALL TO ORDER: Meeting called to order at 7:02 P.M. by Dinis Pimentel, Chairman.

M/S/C (Asafaylo/Weinschenker) to approve the July 28, 2009 minutes as presented. Vote: Yes-5 No-0 Abstain-0. Motion passed.

B. Geary introduced himself as the school's new maintenance supervisor and spoke of his prior work experiences.

D. Pimentel added Item 4a. to the agenda: "New Business."

C. Boos provided a sample request for proposal/request for qualification (RFP/RFQ) for the committee to review. The committee discussed with C. Boos value engineering after S. Gadbois questioned what it was. The committee discussed the RFP/RFQ evaluation criteria sheet. J. Choquette was concerned about a firm's safety program being an important item. D. Pimentel suggested adding another item that included work approach and safety. D. Leake and R. Asafaylo wanted to include in the RFP/RFQ that the construction will be concurrent with occupation of the school. The committee agreed the evaluation sheet will not go out with the RFP/RFQ and the revisions made to it were sufficient. The RFP/RFQ will be sent out after any waivers may be granted and before the referendum.

The agenda item of issuing a construction manager RFQ was tabled to the next meeting. Committee members will review the evaluation sheet scoring system and add their input to it.

D. Pimentel and R. Asafaylo discussed the last Board of Selectmen meeting where D. Pimentel made a presentation for the committee. The response was favorable. .

Agenda item 4a. "New Business" was discussed. D. Pimentel said there is some possible effort against the project from people in town who want Salem children to go to East Lyme schools. Some are concerned with the timing of the project as well as taxes being raised.

The committee discussed the upcoming Friends of the Salem Library presentation and briefly about the Salem Land Trust presentation a few weeks ago.

Kevin Lyden has resigned from the building committee and the committee agreed to keep the quorum and minimum number of votes needed for a motion to pass at five. The meeting schedule will not change, but after an agenda is sent out by e-mail it should be standard practice for a member to respond to that e-mail with their anticipated attendance.

Next meeting is September 8, 2009 at 7:00 P.M. at Salem School.

M/S/C (Weinschenker/Gadbois) to adjourn. Vote: All in favor. Meeting adjourned at 8:47 P.M.

Respectfully submitted by:

Lindsay K. Chester

Recording Secretary